

**BATTLE CREEK AREA TRANSPORTATION STUDY**  
**Policy Committee**  
**Minutes of May 26, 2021 Meeting**  
**Zoom Meeting Format**

VOTING MEMBERS PARTICIPATING: Mallory Avis, Deb Belles, Chaz Wilkey (for Harry Burdett), Derek King, Annjanette Kremer, Kevin Leiter, Jeff Franklin (for Don Mayle), John Midgley, Greg Rickmar and Bill Scutt

NON-VOTING MEMBERS PARTICIPATING: None

VOTING MEMBERS NOT PARTICIPATING: Laveta Hardish

NON-VOTING MEMBERS NOT PARTICIPATING: Andy Pickard and Southcentral Michigan Planning Council

OTHERS PARTICIPATING: Barb Darlington, Katie Stewart and Pat Karr

Vice-Chair Midgley called the meeting to order at 1:33 p.m. via a Zoom conference meeting. The meeting was held virtually due to the continuing COVID-19 pandemic issues with in-person meetings.

**ROLL CALL**

Karr conducted a roll call of members and any guests. Members indicated their presence for the purpose of establishing a quorum. It was noted that all members are participating virtually and, per the Open Meetings Act Amendment, each member participating virtually indicated their physical location, which is included in the minutes below.

Members participating remotely and location: Avis (City of Battle Creek, MI), Belles (Emmett Charter Township, MI), Wilkey (City of Springfield, MI), Kremer (Potterville, MI), King (City of Battle Creek, MI), Leiter (Pennfield Charter Township, MI), Franklin (New Haven, Township, MI), Midgley (Midland, MI), Rickmar (City of Battle Creek, MI) and Scutt (Dalton, MI).

It was determined that a quorum of the voting members were participating.

**APPROVAL OF THE AGENDA**

**It was moved by Rickmar, supported by Kremer, to approve the agenda. MOTION CARRIED UNANIMOUSLY to approve the agenda.**

**Res.**  
**21-20**

**PUBLIC COMMENTS**

There were no public comments.

## APPROVAL OF THE MINUTES

**It was moved by Rickmar, supported by Scutt, to approve the minutes of the April 28, 2021 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.**

**Res.  
21-21**

## COMMUNICATIONS

Karr reported the following items of communication:

- BCATS staff sent the letters of support for local safety and TEDF project applications to the two local agencies after the April Policy Committee action. MDOT has posted a list of all of the safety applications received and the City of Battle Creek and the Calhoun County Road Department projects are on the list. MDOT has also posted a list of all of the bridge applications received, which had an earlier submittal date. All of the bridges for which BCATS provided a letter of support are listed on the received list.
- A public notice for Transportation Improvement Program (TIP) Amendment #12 has been published and posted.
- There was a meeting on May 3<sup>rd</sup> between interested parties regarding the I-94/Capital Avenue interchange in relation to overall I-94 work scheduled by MDOT.
- There are on-going discussions between the City of Battle Creek Public Works, MDOT and the Calhoun County Road Department about efforts to address traffic progression and congestion on Beckley Road/B Drive N with MDOT and the Calhoun County Road Department.
- BCATS is working with the local road agencies which are required to develop Asset Management Plans in order to arrange for some reimbursement of the costs of this project through BCATS available asset management funding.
- BCATS has provided the Calhoun County Road Department and the City of Battle Creek with a listing of locations for traffic counts to be taken this year. No counts were conducted last year. This work is reimbursable by BCATS.
- Karr thanked Jeff Franklin for assisting with sharing the agenda items on-screen for today's meeting.

## UNFINISHED BUSINESS

There was no unfinished business.

## NEW BUSINESS

### **A. FY 2020-2023 Transportation Improvement Program (TIP) Amendment #12**

Karr reviewed the handout for this item which was provided in advance of the meeting. The first page lists the projects being amended and as were listed in the public notice that was published in the Battle Creek Enquirer earlier this month and which was posted on the BCATS homepage. The second sheet shows how the notice was displayed in the newspaper. Two of the four changes

proposed in the amendment are as a result of the North Avenue/Emmett Street roundabout project being abandoned and the funding being reallocated to transit projects. Karr asked if there were any other questions about the projects listed.

**It was moved by Rickmar, supported by Avis, to approve Amendment #12 to the FY 2020-2023 Transportation Improvement Program (TIP), as presented. MOTION CARRIED UNANIMOUSLY.**

**Res.  
21-22**

**B. FY 2022 Unified Work Program (UWP)**

Karr indicated that there is only one minor wording change to the purpose statement for the TIP item in the document since the draft that the Committee saw in April. The change was at the request of MDOT and pertains to performance measures. She noted that the document sets out the agency budget for the next fiscal year. This includes the amount of federal funding requested and the associated local match for the program, which is the subject of the next agenda item today.

**It was moved by Scutt, supported by Avis, to approve the FY 2022 Unified Work Program, as presented. MOTION CARRIED UNANIMOUSLY.**

**Res.  
21-23**

**C. FY 2022 Local Share Resolution**

In conjunction with the approval of the new Unified Work Program for the next fiscal year, BCATS asks the financially participating local units to approve their shares of the local match funding needed for the federal planning program dollars. The provided handout is a sample of the resolution which has been updated to reflect the information for the 2022 program year. A table of the amounts for each agency was also included as a handout. If approved, each agency will receive a sample resolution from BCATS that is filled out with its specific information. The requested action is that the Policy Committee approve the local share resolution and table for distribution to the participating agencies for their separate actions.

**It was moved by Rickmar, supported by Kremer, to authorize local share funding resolutions for the three financially participating agencies, as presented. MOTION CARRIED UNANIMOUSLY.**

**Res.  
21-24**

**D. FY 2021 Unified Work Program (UWP) Adjustment**

Karr provided a table in the handouts that indicates the proposed funding adjustment by work item for the current 2021 Unified Work Program. It is difficult to predict how work activities will develop when the Work Program is prepared so far in advance of each fiscal year. Karr noted that there is no overall change in the total program amount or the number of staff days involved, therefore, this is considered an adjustment rather than an amendment.

**It was moved by Rickmar, supported by Avis, to approve the adjustment to the FY 2021 Unified Work Program, as presented. MOTION CARRIED UNANIMOUSLY.**

**Res.  
21-25**

**COMMENTS**

**A. Next Meeting**

Vice-Chair Midgley announced that the next Policy Committee meeting is scheduled for Wednesday, June 23, 2021, 1:30 p.m. Karr noted that many times the June meeting will be cancelled, so members should watch for notification closer to the meeting date.

**B. Committee Member Comments**

Belles, King and Midgley all commented on the Emmett Township local road project underway this season. The presence of Chris Dopp, as the liaison for the Township, was credited with the smooth operation of the project this year.

Wilkey noted that Springfield plans to have its new public works building completed at the end of August.

Kremer stated that Corey Hackworth at the MDOT Transportation Service Center is heading up a review of the I-194 corridor from I-94 to downtown Battle Creek. With a possible reconstruct date in the range of the year 2029, the future of that facility is under review and there may be a formal planning study to evaluate the best way for that corridor to function. Local agencies will be asked to participate in group meetings on this topic.

**C. Public Comments**

There were no public comments.

**ADJOURNMENT**

Vice-Chair Midgley adjourned the meeting at 1:59 p.m.